

Updated for LY 2022 Dates – 3/4/22

New Fiscal Year - Special Leave Related Considerations

What is a fiscal year?

A fiscal year (FY) is a period that a government (or company) uses for accounting purposes and preparing financial statements. A fiscal year may not be the same as a calendar year (CY), or the leave year (LY). For tax purposes, the Internal Revenue Service (IRS) allows companies to be either calendar-year taxpayers or fiscal-year taxpayers.



The County's next fiscal year (FY 23) is
July 3, 2022 - July 1, 2023

The first full pay period in FY23 is from 7/3/2022-7/16/2022, which will be paid on July 29, 2022.

When is the MCGEO Union Leave Decrement?

On July 29, 2022, each member of the bargaining unit will be assessed ½ hour for each year of this Agreement of annual or compensatory leave, which leave shall be contributed to an administrative leave bank for the purpose of providing administrative leave to the Secretary/Treasurer or Recorder. (See: MCGEO CBA, Article 36.5)

When is the IAFF (Fire) Union Leave Decrement?

On July 29, 2022, members of the bargaining unit shall be assessed three (3) hours compensatory leave or annual leave per year (at the option of the employer) which shall be contributed to an administrative leave bank for the purpose of additional administrative leave to the President and/or other officers and officials of the Union. (See: IAFF CBA, Article 2.3 D.)

When is the FOP (Police) Union Leave Decrement?

On July 29, 2022, members will be assessed 3 hours annual or compensatory leave per year, which leave shall be contributed to an administrative leave bank for the purpose of providing additional administrative leave to the president and/or other officers and officials of the FOP. (See: FOP CBA, Article 2 Section D.)

When will the second portion of paid time off (PTO) be granted to MLS and Director level employees?

On July 29, 2022, an employee who is granted PTO must be credited with 140 PTO hours at the beginning of the 14th pay period of the leave year, if a full-time employee. (See: MCPR, Section 16-12 (a)(2).)

When is last date that a new hire (MCGEO, UNRP, IAFF) will receive a Personal Day?

New employees, hired after August 13, will not receive Personal Leave Days for the LY22.

An employee who is employed on January 1, 2023, will receive the full next LY allocation of Personal Leave Days.

Please remind employees that Personal Days should be used prior to the last day of the Leave Year, or December 31, 2022 in Leave Year 2022. If an employee leaves County employment, the employee forfeits any unused personal leave days.

Questions? Contact: Mctime@montgomerycountymd.gov

Commented [HB1]: Which is December 31, 2022 in Leave Year 2022. - I think we need to specifically point this out to not confuse folks --- since LY, CY and FY was explained in the first paragraph.

Commented [HB2]: Good document! OK to post once updates above are made. Also include the updated date in the header. Thank you!